|  |  |  |
| --- | --- | --- |
| **Date:24/9/2019** |  | |
| **Time: 1530 -1800** | |  |
| **Venue:** LKS PR 2-3 |  | |
|  |  | |
| **Attendees:**  AW,TH,JX,JH,ZH |  | |
|  |  | |
| **Agenda:** | 1. Discuss the schedule  2. Discuss plan for PM Review presentation  3. Progress report  4. Allocate work for the week  5. Continue Pair Programming | |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  | **Due Date** |
| 1 | To calculate Critical Path and relevant info needed for PM review | AW | 30 Sep 2019 |
| 2 | Debugging of login function | JX/ZH | 29 Sep 2019 |
| 3 | Login Feature | JX/ZH | 29 Sep 2019 |
| 4 | Admin Feature | TH,JH | 29 Sep 2019 |
|  |  |  |  |
| 5 | Meet to Prepare for PM Review on 30/9/2019 | All | 30 Sep 2019 |

The meeting was adjourned at 6.00 pm. These minutes will be circulated and adopted if there are no amendments reported in the next three days.

Prepared by,

Thao

Vetted and edited by,

Andrew